

**GRANTEE'S CLOSE OUT AND RELEASE FORM**

Contract #	Project Name
City/Town/County or AOG (select one):	Sub-grantee, if applicable (HA, non-profit or SSD)
Address:	Address:
City, State, Zip:	City, State, Zip:
Chief Elected Official:	Director:

Pursuant to the terms of Contract # \_\_\_\_\_ for \$ \_\_\_\_\_ grantee; upon payment, releases the grantor, its officers, agency's and employees of and from all liabilities, obligations, claims, and demands whatsoever under or arising from the said contract.

**Chief Elected Official**

CERTIFICATION: I certify that all information and statements in this report are accurate and correct as of this date.

\_\_\_\_\_  
**Project Manager**

\_\_\_\_\_  
**Date**

Leveraged Funds Source:	Total \$\$\$ by Source	% of Total Project
State CDBG Funds		
Other State Funds (Identify)		
County Funds		
City/Town Funds		
Federal Funds(Identify)		
Other (Identify)		
Other (Identify)		
<b>Total:</b>		

**NATIONAL OBJECTIVE:** Check one:    ☐ Low and moderate income persons (LMI) project:  
                                                          ☐ Slum and Blight project  
                                                          ☐ Urgent health & Welfare project:

1 This project helped:

(choose only 1 below)

- ☐ Provide a suitable living environment
- ☐ Provide decent affordable housing
- ☐ Create economic opportunity

2. This project improved each of the following:

(choose 1 or more below)

- ☐ Availability / Accessibility
- ☐ Affordability
- ☐ Sustainability / Livability

DESCRIBE THE PROJECT IN QUANTIFIABLE TERMS - ACCOMPLISHMENTS, i.e.; 1400 feet of water line installed, constructed 2500 sq.ft. Senior center, etc. Describe how it benefited the individuals/community per the above criteria:

Beneficiaries are counted by “PERSONS” unless the project is “First Time Home Buyer”, housing rehab, or a sewer lateral project.

#### PROJECT BENEFICIARIES BY RACE/ETHNICITY

	TOTAL BENEFICIARIES
WHITE	
BLACK/AFRICAN AMERICAN	
ASIAN	
AM.INDIAN/ALASKA NATIVE	
NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER	
AM. INDIAN/ALASKA NATIVE & <i>WHITE</i>	
ASIAN & <i>WHITE</i>	
BLACK/AFRICAN AMERICAN & <i>WHITE</i>	
AMERICAN INDIAN/ALASKA NATIVE & <i>BLACK</i>	
OTHER MULTI-RACIAL	
ASIAN & PACIFIC ISLANDER	
HISPANIC	
<b>TOTAL OF ALL RACES →</b>	

#### PROJECT BENEFICIARIES BY INCOME LEVEL

Data below was collected from: <input type="checkbox"/> Census <input type="checkbox"/> Survey <input type="checkbox"/> Presumed Benefit Project		
	INCOME LEVEL	TOTAL BENEFICIARIES
A	Total # of Project Beneficiaries	
B	# of Extremely Low Income* (30% of AMI)	
C	# of Low Income* (50% of AMI)	
D	# of Moderate Income (80% of AMI)	
E	<b>Total of all low or moderate income beneficiaries →</b>	
	% of Low or Moderate Income Persons Served ( Row E divided by Row A ) →	
	Total # of Female Headed Households →	

\* Count beneficiaries as “Moderate Income” if more specific information is unknown.

#### PRESUMED BENEFIT ACTIVITY GUIDANCE

- ✓ Groups presumed to be **Low Income** – Battered spouses, severely disabled adults, illiterate adults, persons with AIDS, migrant farm workers, assistance to elderly (other than senior center)
- ✓ Groups presumed to be **Extremely Low Income** – Abused children, homeless persons
- ✓ Groups presumed to be **Moderately Low Income** – Senior Center construction or services

For State Use Only

IDIS Project #	IDIS Activity #	Program Specialist	Date	IDIS Entry Date